PENNSYLVANIA STATE CHAMBER OF COMMERCE

Telegraph Building

Harrisburg, Pa.

CHART OF THE GOVERNMENT OF PENNSYLVANIA

SHOWING FUNCTIONS OF DEPARTMENTS, BOARDS AND COMMISSIONS

MAY 1920

Legislative Bureau

Robert Haight, Director

PENNSYLVANIA STATE CHAMBER OF COMMERCE
TELEGRAPH BUILDING, HARRISBURG

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ALLEN P. PERLEY, VICE-PRESIDENT

May, 1920.

To Members:

In presenting this booklet to our membership it is with the thought that the busy business man may at a glance become familiar with the organization of the government of the Commonwealth of Pennsylvania.

This pamphlet presents in diagram form and brief statement the functions of the chief executive, departments, bureaus, divisions, boards and commissions of the State.

Information of a similar nature is contained in various publications issued by the State, but herein it is brought together in succinct form for ready reference, setting forth the organizations and functions of the entire State Government as provided by existing laws of the Commonwealth.

Yours very truly,

GEORGE E. FOSS,
General Secretary.

MEMBER OF
CHAMBER OF COMMERCE
OF THE
UNITED STATES OF AMERICA
NATIONAL HEADQUARTERS
RIGGS BUILDING, WASHINGTON, D. C.

THE GOVERNOR

LIEUTENANT GOVERNOR

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NOTE.—Temporary Commissions authorized will be found on pages 32, 33 and 34.

The Governor

Is the chief executive of the Commonwealth; he is commander in chief of the army and navy and of the militia, except when they are called in the actual service of the United States. He is elected by the people for four years and is not eligible to succeed himself; must be at least 30 years of age, a citizen of the United States and for seven years next preceding his election a citizen of the State, unless absent on public business of the United States or State. Acts on all bills and concurrent resolutions passed by the legislature; has power to call legislature in special session; approves all charters for corporations of profit and signs all patents of land issued by State; has power to remit fines and forfeitures, to grant reprieves and pardons, when pardons are approved by Board of Pardons, and can issue extraditions for fugitives from other States.

The Lieutenant Governor

Is elected at the same time with the Governor, for same term, and must have same qualifications. He is President of the Senate, but has no vote except in case of tie. In event of death, conviction or impeachment, resignation or other disability of Governor the powers of latter devolve upon him for remainder of term. In case of vacancy in office of Lieutenant Governor from any cause, the powers and duties of his office devolve upon the President pro tempore of the Senate.

Secretary of the Commonwealth

Bureaus

EXECUTIVE

Keeps all records of official acts of Governor, executive minutes and great Seal of Commonwealth. Countersigns all official papers, including pardons, death warrants, paroles, commutations and proclamations.

CORPORATION

Attends to organization of corporations for profit, merger and consolidation of companies; change of corporate names and extension of routes of street railway companies. Records data relating to foreign corporations such as its title and purpose and principal office where processes may be served. All proceedings relating to management and control of corporations are under jurisdiction of this bureau.

COMMISSIONS

Keeps official bonds of all State and County officers and notaries public and all commissions, appointments and proclamations issued by Governor are prepared and a record kept.

ELECTION

All petitions for nomination of State officers are filed here and certified to county commissioners for printing on primary election ballot. Returns are computed and nominations certified for general election. Returns of November election compiled and certified to proper authorities or to Governor so that commissions can be issued.

LEGISLATION

Has charge of all bills and resolutions passed by General Assembly. Keeps a record thereof and presents them to the Governor for consideration and after action are prepared for printing. Vetoed bills are prepared in same manner and printed in separate volume.

EXTRADITION

Examines and passes upon all proceedings for interstate extradition before the executive order is made. All requisitions and warrants for fugitives are filed here and records of all proceedings kept.

REGISTRATION

Has charge of registration of bottle descriptions, union labels, trade marks and names, certificates for conducting business under assumed or fictitious names, statements of cancellation of or withdrawal from such concerns and issues annual licenses to manufacture or distill and sell ethyl alcohol.

Department of Attorney General

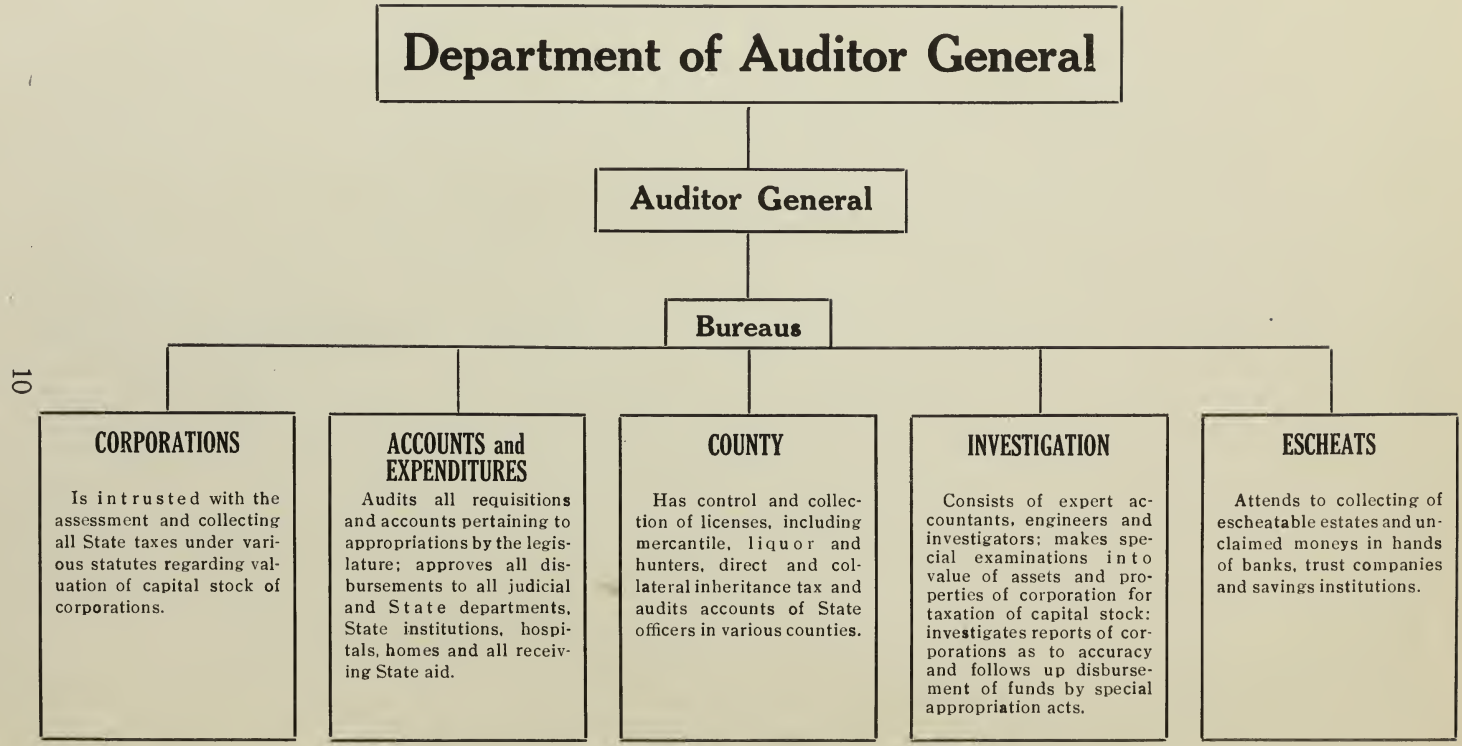
Attorney General

He is the law officer of the Commonwealth and is a member of the Board of Pardons, Board of Public Accounts, Board of Property, College and University Council, Medical Council, Board of Trustees of the State Library and Board to pass upon the necessity for the construction of Underground and Elevated Passenger Railways. He is the law adviser of the Governor and heads of the various departments and State Boards. The charters of incorporation of banks of deposit, savings banks, trust companies and insurance companies and the amendments or renewals of such charters, are subject to his approval. While generally empowered to act for the Commonwealth in all litigation to which it may be a party, he is not officially concerned in any criminal action, except that he may, when occasion requires, supercede the district attorney and take charge of any criminal prosecution. He prosecutes writs of quo warranto and other extraordinary legal remedies in the name of the Commonwealth. In addition to the collection of taxes and claims due the Commonwealth, he is required to collect moneys due for the maintenance of insane or other inmates of State institutions alleged to be indigent and he collects liens of appropriations made to institutions not wholly managed by the State.

Bureau

MAINTENANCE INSPECTION

This bureau is charged with inspecting estates of delinquent insane patients at State institutions and collecting from them the funds for the keep of the insane.


Department of Auditor General
Auditor General
Bureaus
CORPORATIONS
Is intrusted with the assessment and collecting all State taxes under various statutes regarding valuation of capital stock of corporations.
ACCOUNTS and EXPENDITURES
Audits all requisitions and accounts pertaining to appropriations by the legislature; approves all disbursements to all judicial and State departments, State institutions, hospitals, homes and all receiving State aid.
COUNTY
Has control and collection of licenses, including mercantile, liquor and hunters, direct and collateral inheritance tax and audits accounts of State officers in various counties.
INVESTIGATION
Consists of expert accountants, engineers and investigators; makes special examinations into value of assets and properties of corporation for taxation of capital stock: investigates reports of corporations as to accuracy and follows up disbursement of funds by special appropriation acts.
ESCHEATS
Attends to collecting of escheatable estates and unclaimed moneys in hands of banks, trust companies and savings institutions.

State Treasurer

Receives all moneys paid into the State Treasury; apportions the revenues between the sinking fund and the general revenue fund; pays all warrants drawn by the proper officers upon appropriations made by law; furnishes the Auditor General monthly a statement giving in detail amounts in State Treasury belonging to sinking fund and general revenue fund; acts with the Auditor General in the settlement of accounts; furnishes Commissioners and Boards of Revision of Taxes in each city or county statement of the amount of tax necessary to be raised therein and is required to collect semi-annually from banking institutions, in which State funds are deposited, interest at the rate of 2 per cent. per annum on said deposits.

He is one of the Commissioners of Public Grounds and Buildings, a member of the Board of Revenue Commissioners, of the Board of Sinking Fund Commissioners, of the State Military Board, Board of Accounts, Board to License Private Bankers, State Workmen's Insurance Board, Public School Teachers Retirement Board and the Emergency Public Works Commission.

Department of Internal Affairs

Secretary

Bureaus

LAND OFFICE

Contains records of first titles acquired for all lands in State. Conducts an informal court to determine all disputes upon caveats against applications for vacant land.

ASSESSMENT and TAXES

Receives from Commissioners of different counties rates and levies made on real and personal property taxable for state and county purposes; all property exempt; number of acres of cleared and timber land; data relating to maintenance of roads, bridges, etc., amount of taxes collected for all purposes and especially amount paid by railways and other corporations for local purposes.

RAILROADS

Receives reports of all steam railroads, street railways, canals, telegraph and telephone lines. Investigates complaints against these for acts contrary to law or not authorized by their charters; keeps data relating to number of miles traversed and points at which freight and passenger trains stop.

STANDARDS

Maintains standards of weights and measures adopted by Congress. Tests and regulates all standards used by all city and borough sealers of weights and measures.

MUNICIPALITIES

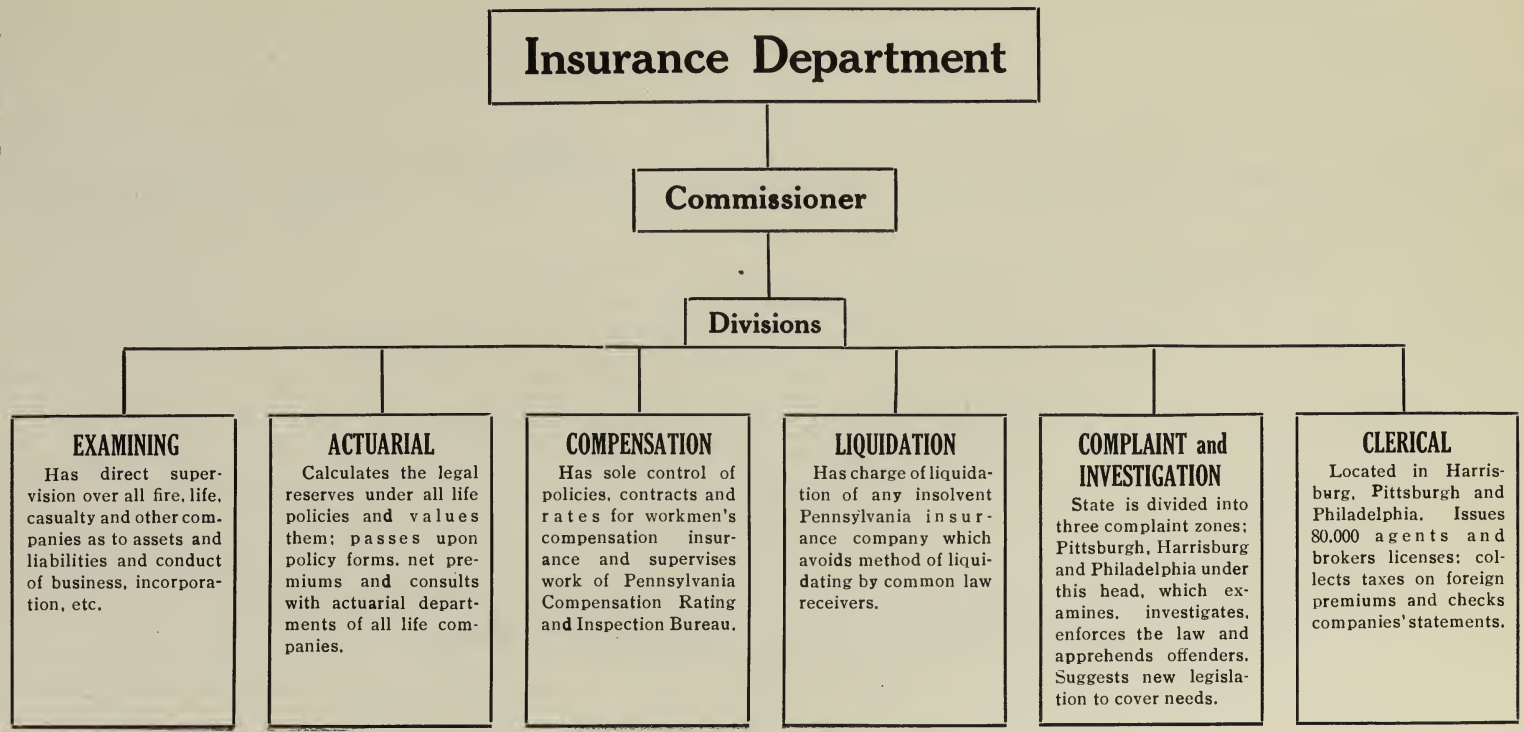
Gathers data and gives advice for improving methods of administration of municipalities. Has staff of expert city planning engineers ready to render service to municipalities.

STATISTICS

Compiles and publishes data relating to coal mining, oil and gas commercial operations, public service companies and other business interests, particularly industrial production.

TOPOGRAPHIC and GEOLOGICAL SURVEY

Prepares a chart showing location of ores, coals, oils, clays and minerals that are useful to agricultural and other interests.


Insurance Department
Commissioner
Divisions
EXAMINING
Has direct supervision over all fire, life, casualty and other companies as to assets and liabilities and conduct of business, incorporation, etc.
ACTUARIAL
Calculates the legal reserves under all life policies and values them; passes upon policy forms, net premiums and consults with actuarial departments of all life companies.
COMPENSATION
Has sole control of policies, contracts and rates for workmen's compensation insurance and supervises work of Pennsylvania Compensation Rating and Inspection Bureau.
LIQUIDATION
Has charge of liquidation of any insolvent Pennsylvania insurance company which avoids method of liquidating by common law receivers.
COMPLAINT and INVESTIGATION
State is divided into three complaint zones; Pittsburgh, Harrisburg and Philadelphia under this head, which examines, investigates, enforces the law and apprehends offenders. Suggests new legislation to cover needs.
CLERICAL
Located in Harrisburg, Pittsburgh and Philadelphia. Issues 80,000 agents and brokers licenses; collects taxes on foreign premiums and checks companies' statements.

Department of Public Instruction

Superintendent of Public Instruction

Appointed by the Governor and is the President and Chief Executive officer of State Board.

State Board of Education members appointed by Governor and serve without pay.

Bureaus

ADMINISTRATION

In charge of administrative fiscal functions.

ATTENDANCE

Has charge of the enforcement of the compulsory education law.

CERTIFICATION and TRAINING of TEACHERS

Attends to the certification of teachers and co-ordination of teachers' training work.

HEALTH EDUCATION

Looks after the health education, including physical training.

SCHOOL BUILDINGS

Passes on plans or new buildings and construction and plans for old buildings.

SCHOOL INSPECTION

Has charge of the inspection of the work in public school.

MEDICAL EDUCATION and LICENSURE

In charge of the licensing of physicians of allied medical schools.

Bureaus—Continued

VOCATIONAL EDUCATION

This bureau supervises continuation schools, home economics, manual training, household arts, music and drawing in public schools.

Divisions

Agricultural

Has charge of Departments of Agriculture in Schools of the State.

Vocational

Has charge of vocational education in schools of State.

PROFESSIONAL EDUCATION

Issues certificate of preliminary training to students anticipating the practice of medicine and dentistry.

MOTHERS' PENSION

Supervises the payment of State funds to indigent mothers for maintenance in keeping their children in school.

SCHOOL EMPLOYES RETIREMENT

Carries out the requirements of the teachers' pension law.

BOARD OF DENTAL EXAMINERS

Has charge of the examination of students planning to enter the dental profession in the State.

DENTAL COUNCIL

Controls the issuing of licenses to all applicants planning to practice dentistry.

COLLEGE and UNIVERSITY COUNCIL

Passes on the approval of all universities in the State.

Banking Department

Commissioner

Has supervision over all banks, banking companies, corporate banking associations, trust, safe deposit, real estate, mortgage, title insurance, guarantee, surety and indemnity companies, savings institutions, savings banks and provident institutions, mutual savings funds, building and loan associations and corporations doing a safe deposit business only; national banking institutions granted a permit to act in any fiduciary capacity; any individuals or associations of individuals doing the business of building and loan associations or a business in the nature thereof, whether under the guise of a deed or trust or otherwise.

The department also issues licenses to engage in private banking under the act of 1911 and to steamship ticket agencies under the act of 1919. Foreign corporations engaging in business, either directly or indirectly, in the sale of bonds, mortgages, certificates, debentures, liens upon property or other securities must first obtain a license so to do from the Commissioner under the act of 1907. Before securing a license the applicant must deposit with some trust company approved by the Commissioner, municipal bonds to the amount of $100,000.

Department of Agriculture

Commissioner

Bureaus

ANIMAL INDUSTRY

Promotes livestock industry; prevents and eradicates disease of animals and poultry; maintains quarantines; licenses breeding animals for public service; regulates manufacture and use of biological products on domestic animals; examines and tests the healthfulness of domestic animals and poultry.

PLANT INDUSTRY

Inspects nurseries, orchards, farms, etc., infested or infected with harmful insects and plant diseases; establishes and enforces quarantine; regulates plant diseases and pests; inspects apiaries and encourages apiculture.

MARKETS

Investigates marketing of farm products; gives advice pertaining to marketing; furnishes information concerning supply, demand, prevailing prices of farm products; assists organization of public markets; investigates delays, embargoes, rates of taxation and storage of farm products.

FOODS

Enforces all laws relating to production, sale and transportation of food or drink for man; secures samples for analysis; prosecutes sale of adulterated, misbranded or deleterious foods; inspects cold storage warehouses as to sanitation, etc.; enforces laws relating to oleomargarine, food, drink and cold storage.

CHEMISTRY

Enforces laws regulating sale and manufacture of lime, fertilizer, feeding stuffs, seeds for purity, insecticides, fungicides, oils, paint, turpentine and putties; secures samples for analysis.

STATISTICS

Collects, tabulates and publishes monthly crop reports and information pertaining to agricultural industries of the State.

Department of Labor and Industry

Commissioner

INDUSTRIAL BOARD

Formluates safety regulations for industrial operations and women and child labor laws. Investigates varied subjects affecting labor and industry generally and passes upon devices for preventing of accidents, etc.

WORKMEN'S COMPENSATION BOARD

Administers the Workmen's Compensation law in all its workings, passing upon all disputed cases between employer and employee. Referees throughout the State work under general direction of Board.

Bureaus

INSPECTION

Inspects factories, hotels theatres and halls of public assemblages; passes upon plans for all buildings three stories or higher in which persons are employed or which are used as office buildings, apartments and lodging houses in which two or more families are above first floor.

MEDIATION and ARBITRATION

Offers services of mediators to impartially adjust disputes and misunderstandings between employer and employee and endeavors to bring about a better condition generally

EMPLOYMENT

Maintains free employment offices at various points in the State where applicants for employment or help may register. Supervises private employment agencies conducted for profit and licenses same and provides rates and regulations for their conduct.

WORKMEN'S COMPENSATION

Receives industrial accident reports and compiles data to aid Industrial Board in formulating safety regulations to eliminate hazardous conditions; classifies fatalities and injuries and compiles statistics of compensation payments.

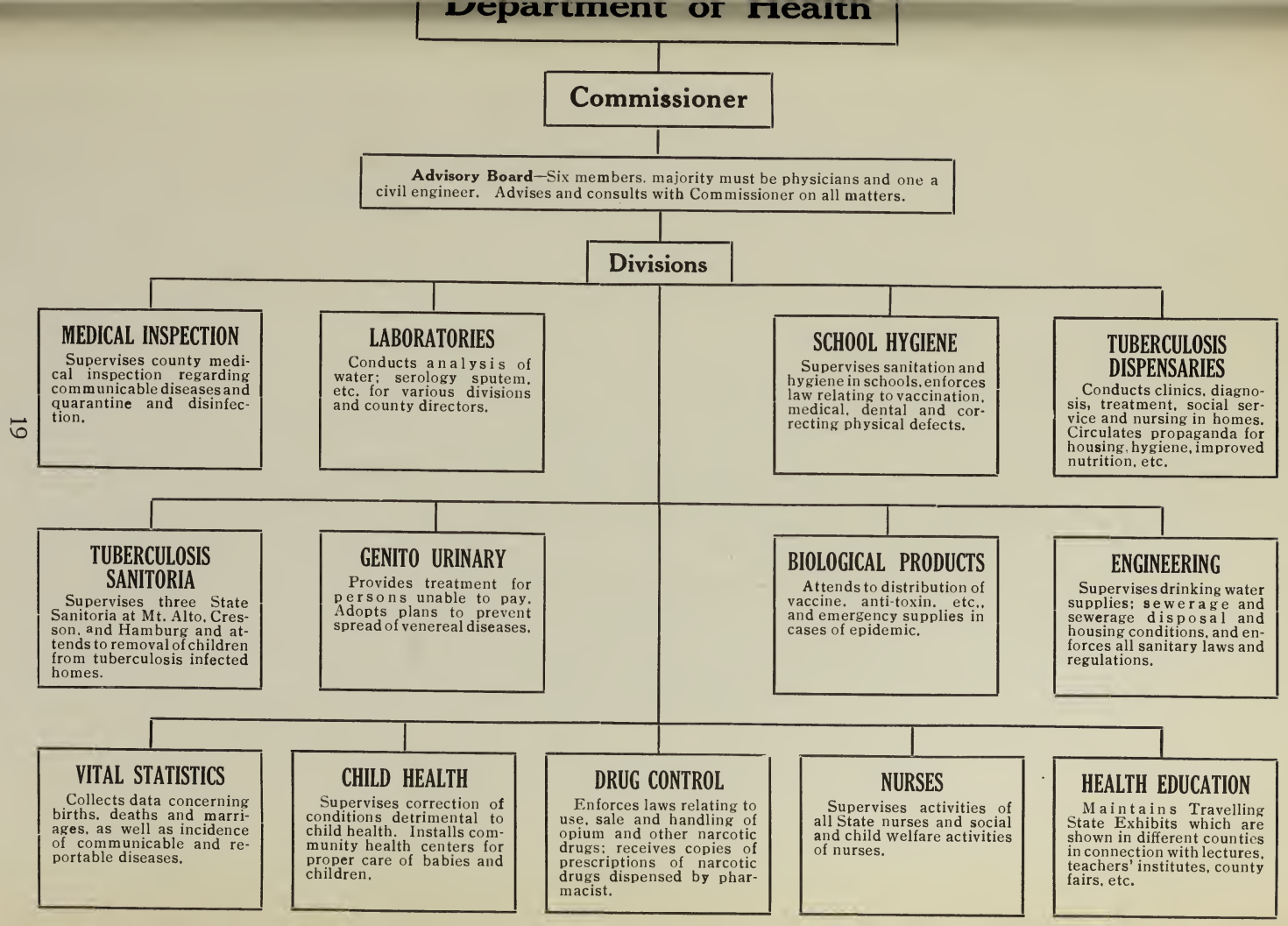
REHABILITATION

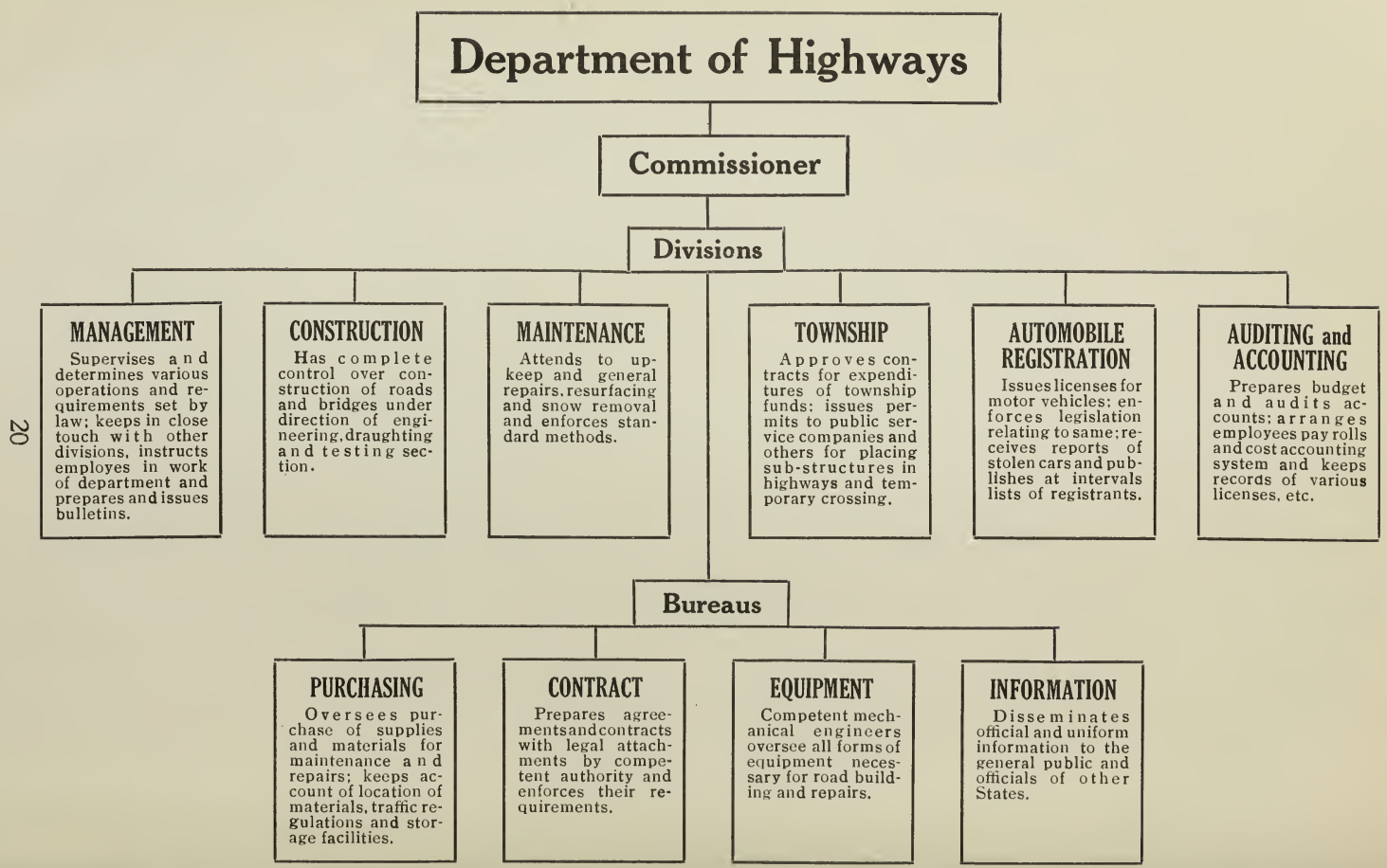
Works to enable residents of State whose capacity to earn a living is destroyed or impaired because of industrial accidents, to become fit for remunerative work with normal effectiveness.

Division

INDUSTRIAL HYGIENE and ENGINEERING

Investigates cause of occupational diseases and aids in correcting hazardous conditions in industry.


Department of Health
Commissioner
Advisory Board—Six members, majority must be physicians and one a civil engineer. Advises and consults with Commissioner on all matters.
Divisions
MEDICAL INSPECTION
Supervises county medical inspection regarding communicable diseases and quarantine and disinfection.
LABORATORIES
Conducts analysis of water; serology sputem, etc. for various divisions and county directors.
SCHOOL HYGIENE
Supervises sanitation and hygiene in schools, enforces law relating to vaccination, medical, dental and correcting physical defects.
TUBERCULOSIS DISPENSARIES
Conducts clinics, diagnosis, treatment, social service and nursing in homes. Circulates propaganda for housing, hygiene, improved nutrition, etc.
TUBERCULOSIS SANITORIA
Supervises three State Sanitoria at Mt. Alto, Cresson, and Hamburg and attends to removal of children from tuberculosis infected homes.
GENITO URINARY
Provides treatment for persons unable to pay. Adopts plans to prevent spread of venereal diseases.
BIOLOGICAL PRODUCTS
Attends to distribution of vaccine, anti-toxin, etc., and emergency supplies in cases of epidemic.
ENGINEERING
Supervises drinking water supplies; sewerage and sewerage disposal and housing conditions, and enforces all sanitary laws and regulations.
VITAL STATISTICS
Collects data concerning births, deaths and marriages, as well as incidence of communicable and reportable diseases.
CHILD HEALTH
Supervises correction of conditions detrimental to child health. Installs community health centers for proper care of babies and children.
DRUG CONTROL
Enforces laws relating to use, sale and handling of opium and other narcotic drugs; receives copies of prescriptions of narcotic drugs dispensed by pharmacist.
NURSES
Supervises activities of all State nurses and social and child welfare activities of nurses.
HEALTH EDUCATION
Maintains Travelling State Exhibits which are shown in different counties in connection with lectures, teachers' institutes, county fairs, etc.


Department of Highways
Commissioner
Divisions
MANAGEMENT
Supervises and determines various operations and requirements set by law; keeps in close touch with other divisions, instructs employes in work of department and prepares and issues bulletins.
CONSTRUCTION
Has complete control over construction of roads and bridges under direction of engineering, draughting and testing section.
MAINTENANCE
Attends to upkeep and general repairs, resurfacing and snow removal and enforces standard methods.
TOWNSHIP
Approves contracts for expenditures of township funds; issues permits to public service companies and others for placing sub-structures in highways and temporary crossing.
AUTOMOBILE REGISTRATION
Issues licenses for motor vehicles; enforces legislation relating to same; receives reports of stolen cars and publishes at intervals lists of registrants.
AUDITING and ACCOUNTING
Prepares budget and audits accounts; arranges employees pay rolls and cost accounting system and keeps records of various licenses, etc.
Bureaus
PURCHASING
Oversees purchase of supplies and materials for maintenance and repairs; keeps account of location of materials, traffic regulations and storage facilities.
CONTRACT
Prepares agreements and contracts with legal attachments by competent authority and enforces their requirements.
EQUIPMENT
Competent mechanical engineers oversee all forms of equipment necessary for road building and repairs.
INFORMATION
Disseminates official and uniform information to the general public and officials of other States.

Public Service Commission

This body is composed of seven members appointed by the Governor. Their duties consist of supervising and regulating all public service companies doing business in the State, by inquiring into and regulating service, rates, fares, tolls; quantity and quality of service and to oversee the issuing of stocks, bonds, notes, trust certificates or other securities by public service companies. They are also to see that the various public service companies act in harmony to give proper public service; approve incorporation, renewal of charters, franchises and other rights, powers and privileges and to issue certificates of public convenience or certificates of valuation and to enforce its orders, rulings and provisions.

Bureaus

ENGINEERING

Considers engineering problems and conducts investigations, inspection and valuation of public service companies, when necessary.

ACCOUNTS AND STATISTICS

Books valuation of public service companies and reports on accounting problems.

ACCIDENTS

Tabulates accident statistics and conducts investigations of accidents occuring in connection with operation of public service companies resulting in personal injury or death.

RATES AND TARIFF

Keeps accurate files of tariffs and schedules of all public service corporations operating in state.

PUBLIC CONVENIENCE

Files and considers all applications and municipal contracts presented for action by the Commission.

Adjutant General

He is the executive military officer for the Governor and as such issues all orders to the National Guard and the Reserve Militia of the State and is charged with their execution by the Governor. He supervises the inspection of the guard each year at the annual encampments, has charge of the State Arsenal, issues certificates of service to Pennsylvania soldiers who served in the late wars and is the custodian of the muster and other rolls of the regiments which served in the war of the Rebellion, the Spanish-American War, and the war with Germany. He also has charge of all battle-flags belonging to the State.

Forestry Department

Commissioner

The department consists of the Commissioner and four other citizens of the State appointed by the Governor, who are charged with the duty of purchasing, developing and caring for lands constituting the State Forests. They are also to establish a scientific system of forestry. The Commission, under the Act of 1919, is also empowered to sell or dispose of any of the timber on forestry lands and to execute leases or contracts for the mining or removal of any valuable minerals that may be found in forest reservations. They also confer street railway privileges over and along public highways bordering on State forests; assist in solving water problems and co-operate with local forest fire associations.

Department of Public Printing and Binding

The Superintendent is charged with the printing of all reports of the Governor and heads of departments; arranges all printing ordered by the Legislature; purchases all paper, plates, cuts and electrotypes and supervises the Division of Document Distribution.

State Library

The Librarian distributes and exchanges State documents throughout the States and Territories and with such foreign countries as possible; maintains an historical, archaeological, zoological and botanical museum and conducts a division of Public Records.

Department of State Police

The Superintendent appoints the members of the State Police Force and directs and supervises its movements. The officers are empowered to make arrests without warrant for all offenses which they may witness and to execute warrants issued by the proper legal authorities. They are also authorized and empowered to act as forest, fire, game and fish wardens and have the same powers as those conferred upon members of the police force of cities of the first-class. They are to co-operate, as far as possible, with local authorities in detecting crime and apprehending criminals and preserving law and order throughout the State.

In accordance with the Act of 1919 the duties of the State Fire Marshal were transferred to the Department of State Police and a separate bureau was formed to take care of this duty.

Department of Mines

The head of this department must have at least ten years' experience as a miner. He is charged with executing the mining laws; supervises the work of mine inspection; investigates various means to protect the health and safety of miners and the best methods of coal mining and examines and certifies the qualifications of mine foremen, fire bosses, etc.

Department of Fisheries

The Commissioner is charged with the duty of encouraging and promoting the development of fishery interests; to make rules and regulations for protection of fish; to apprehend violators of laws relating to fish; to superintend hatching stations and fish-culture and to manage fish wardens and water bailiffs.

BOARDS AND COMMISSIONS

THE STATE WORKMEN'S INSURANCE BOARD administers the Workmen's Insurance Fund which is created from certain funds paid by employers against liability under the Workmen's Compensation Act. The Insurance Board, which is composed of the Commissioner of Labor and Industry, the Insurance Commissioner and the State Treasurer, determines the amount of premiums which subscribers pay and fixes the amount of premiums for insurance in accordance with the nature of the business and the various employments and the probable risk of injury. The Board inspects the plants or premises of subscribers and prescribes such rules for the prevention of injury as it deems advisable.

LEGISLATIVE REFERENCE BUREAU prepares check lists and catalogues of all Pennsylvania Laws and all current legislation of this and other States; digests such public laws as may be available for legislative use; aids and assists members of the General Assembly, the Governor and the heads of departments in drafting laws in proper form and renders such other research service as called upon.

THE WATER SUPPLY COMMISSION gathers data and facts relating to the water supply of the State and adopts ways and means of conserving, purifying and distributing the supply to the different communities of the State so that they shall be fairly and equitably dealt with. The Commission passes upon all applications for companies seeking incorporation as water supply or power companies. It has supervision over all streams whose drainage area are greater than one-half square mile, except the tidal waters of the Delaware or its tributaries, and it is charged with the duty of keeping such streams free of obstructions. The Commission is composed of five members, three of whom are appointed by the Governor and who are salaried, and the Commissioner of Forestry and the Commissioner of Health.

THE BOARD OF GAME COMMISSIONERS protects and preserves the game, song and insectivorous birds and the mammals of the State. It appoints Game Protectors whose duty it is to enforce all game laws and execute warrants for the violation thereof. It has the power to close for a term of years, upon petition of citizens, any county from the hunting of game for the purpose of adding protection and assist in the increase. They are also empowered to establish and maintain State game preserves for forests or upon land leased by the Board. The Commission consists of six members appointed by the Governor and are non-salaried.

THE SOLDIERS' ORPHANS' SCHOOL COMMISSION has charge of the Soldiers' Orphan Industrial School at Scotland and is authorized to appoint all officers, teachers and other employees that may be necessary for the proper care, maintenance and education at the expense of the State, and until the age of sixteen years, of such orphans of soldiers, sailors and marines of the late wars. The Commission consists of five members, two of whom are Senators, and three members of the House of Representatives.

THE BOARD OF CENSORS OF MOTION PICTURES supervises the examination of all films, reels or views exhibited or used in Pennsylvania and approves such as are moral and proper and disapproves those which are sacrilegious, obscene, indecent or immoral. Their determinations are reviewable by the Common Pleas Courts upon application of the exhibitors and they are empowered to charge a fee for each examination and duplication. They are salaried officers and appointed by the Governor.

THE BOARD OF PUBLIC CHARITIES has full power to look into and examine the condition of all charities, reformatory or correctional institutions in the State, financially or otherwise; to inquire into the methods of instruction and management of inmates, official conduct and all matters pertaining to usefulness and good management and shall order all derelictions discontinued or remedied. The Board also passes upon the plans for the construction of county prisons and county almshouses. The Board appoints a Committee on Lunacy, which has supervision of all institutions for the feeble-minded and epileptic. It issues licenses to private sanitariums or hospitals authorizing them to receive and treat the insane and it has power, after due hearing, to compel the discharge of any person detained as insane and no indigent patient who is unimproved can be discharged without its consent. Under the Act of 1919 the Board supervises all collections for charitable or patriotic purposes. The Board is composed of ten members appointed by the Governor, who serve without pay.

THE BOARD OF PARDONS is constituted of the Lieutenant-Governor, Secretary of the Commonwealth, Attorney General and Secretary of Internal Affiairs and has power by a majority vote to recommend pardons or commutation of sentence of any criminal under the jurisdiction of the State. Before doing so, however, a public hearing must be held and notice served on all parties in interest.

THE STATE MILITARY BOARD is composed of the Adjutant General, Auditor General and State Treasurer and has power to adjust and audit all accounts incident to the National Guard and to grant a pension not exceeding $12 per month to either the widow or minor children or dependent parent of any soldier of the National Guard or Naval Force of Pennsylvania, who may die from injuries received or killed in line of duty. The Board also has power to revoke any pension, when it shall be shown that the pensioner is no longer in a state of dependency.

THE ARMORY BOARD is composed of the Governor, Adjutant General and five persons appointed by the Governor, of whom three shall be officers of the National Guard, whose duty it is to care for, manage and provide armories for the use of the National Guard. The appointive members of the Board each receive $1,200 per annum and all members are allowed their necessary expenses.

THE BOARD OF PROPERTY is composed of the Secretary of the Commonwealth, Attorney General and Secretary of Internal Affairs, whose duty is to hear and determine all cases of controversy on caveats or irregularities touching escheats, warrants to agree, rights of pre-emption, promises, imperfect titles or otherwise which may arise in transacting the business of the land office.

THE SINKING FUND COMMISSION is composed of the Secretary of the Commonwealth, Auditor General and State Treasurer, who are charged by the Act of Assembly with receiving all the incomes and revenues appropriated to the Sinking Fund and to apply them as directed by the Constitution and the existing laws.

THE BOARD OF REVENUE COMMISSIONERS designates the banks, banking institutions and trust companies in which State moneys shall be deposited. They also designate two banks or trust companies in Dauphin, Philadelphia and Allegheny Counties to be known as active depositories, in which shall be deposited a sufficient amount of the daily receipts of the State Treasury to transact current business. The Board consists of Auditor General, State Treasurer, Secretary of the Commonwealth and Commissioner of Banking.

THE BOARD OF PUBLIC ACCOUNTS revises any settlement made by the Auditor General when it may appear that the same has been erroneously paid into the State Treasury. It consists of the Auditor General, State Treasurer and Attorney General.

THE BOARD TO LICENSE PRIVATE BANKERS consists of the State Treasurer, Secretary of the Commonwealth and the Commissioner of Banking, whose duty it is to issue licenses to partnerships or unincorporated associations to receive deposits or engage in a general banking business, and no such business shall be legal unless licensed by the Board.

BOARD OF PUBLIC GROUNDS AND BUILDINGS, composed of the Governor, Auditor General and State Treasurer, has entire control and supervision of all public grounds and buildings and looks after all repairs, alterations and improvements thereto. Under certain conditions the Board supervises the rebuilding of county bridges over navigable rivers and streams which have been declared public highways.

Under the Act of 1919 a State Art Commission is created in this bureau, which is composed of five citizens, who receive only actual expenses incurred. The act provides that hereafter no public monument, memorial, building or other structure shall become the property of the Commonwealth or any subdivision thereof, unless the design shall be approved by the State Art Commission. No construction of any public monument or memorial, which is paid for either wholly or in part by the State or any sub-division thereof, shall be begun until the design and location is approved by the Art Commission. Furthermore, no monument, memorial or other building belonging to any person or corporation shall be erected upon or extend over any highway, stream, lake, park or other public place within any sub-division of the State, except the design and location shall be approved by the Commission.

THE BOARD OF PHARMACY is composed of five retail pharmacists appointed by the Governor, and examines all persons who desire to engage in the retail drug business. Investigates charges of non-compliance with or violations of existing laws; enforces the law preventing sale and manufacture of adulterated or misbranded drugs and the sale of narcotics. The members receive ten dollars per day when actually employed.

THE DENTAL COUNCIL supervises and provides rules for examinations to be conducted by the State Board of Dental Examiners. They receive ten dollars per day when actually employed.

THE BOARD OF DENTAL EXAMINERS examines applicants for license to practice dentistry and reports its findings to the Dental Council for the issuance of licenses. There are six members appointed by the Governor and are paid out of fees collected for examinations

BOARD OF OPTOMETRICAL EDUCATION, EXAMINATION AND LICENSURE makes rules and regulations for the conduct and registration of optometrists and issues licenses therefor. The Board is composed of seven members appointed by the Governor and are paid ten dollars per day when actually employed.

BOARD OF OSTEOPATHIC EXAMINERS conducts examinations for the licensing of applicants to practice osteopathy. It consists of five members appointed by the Governor, who are paid fifteen dollars per day when employed.

BOARD OF EXAMINERS FOR REGISTRATION OF NURSES examines applicants for registration and determines their qualifications for efficient nursing. It consists of five members appointed by the Governor, three of whom are nurses and two physicians, and are paid five dollars per day when employed.

STATE BOARD OF UNDERTAKERS examines applicants and issues licenses for the registration of undertakers. It consists of five practicing undertakers appointed by the Governor who receive only actual expenses.

ANATOMICAL BOARD supervises the distribution of unclaimed bodies among the recognized colleges and schools to be used for the promotion of medical science.

THE COLLEGE AND UNIVERSITY COUNCIL determines the merits from an educational standpoint of all applicants for charters for incorporation of colleges, universities or theological seminaries.

BOARD OF VETERINARY AND MEDICAL EXAMINERS regulates the practice of veterinary medicine, including veterinary surgery and dentistry Consists of five members, who are paid out of fees and appointed by the Governor.

BOARD FOR EXAMINATION OF ACCOUNTANTS inquires into the qualifications and issues certificates for those desiring to be Certified Public Accountants. Consists of five members, who receive only necessary expenses.

THE GEOLOGIC AND TOPOGRAPHIC SURVEY COMMISSION is empowered to co-operate with the U. S. Geological Survey in the preparation and completion of a contour topographic and geologic survey and map of the State. Consists of three members, who receive only actual expenses.

THE PENNSYLVANIA HISTORICAL COMMISSION is charged with the duty of preserving the antiquities and historical landmarks of the State. It may also assume the care and maintenance of historic buildings, monuments, etc., committed to its care. Consists of five members, who receive only actual expenses.

BOARD TO PASS UPON THE NECESSITY FOR THE CONSTRUCTION OF ELEVATED AND UNDERGROUND PASSENGER RAILWAYS is constituted to approve applications for letters patent for such railways and no such letters shall be issued until the Board approves.

THE PRISON LABOR COMMISSION determines the amount, kind and character of the machinery to be erected in the penitentiaries, reformatories and correctional institutions. The Commission is empowered to sell the materials produced to any public institution owned, managed or controlled by the State. It consists of three members, who are allowed only necessary expenses.

THE COMMISSION ON UNIFORM STATE LAWS examines such subjects and ascertains the best means for the uniformity of State Legislation throughout the United States.

THE PUBLIC SCHOOL EMPLOYEES' RETIREMENT BOARD establishes rules and regulations for the administration of the several funds connected with the employees' retirement system. It has exclusive control of these funds, subject to the legal terms and conditions governing such. It consists of seven members, who are allowed only necessary expenses.

LAKE ERIE AND OHIO RIVER CANAL BOARD consists of seven members appointed by the Governor, who are paid annual salaries of $4,000 each, except the president, who receives $5,000. It has charge of the location, construction, maintenance and operation of a canal or waterway commencing at the junction of the Ohio and Beaver Rivers in Pennsylvania and for the development and utilization of water power that shall be created by the construction thereof.

EMERGENCY PUBLIC WORKS COMMISSION consists of Governor, Auditor General, State Treasurer and Commissioner of Labor. It is empowered to ascertain from the various departments, bureaus and commissions tentative plans for the extension of public works of the State best adapted to supply increased opportunities for advantageous public labor during periods of temporary unemployment.

COMMISSION OF PUBLIC WELFARE consists of the Governor, Lieutenant Governor and the members of the Military Board. An appropriation of $500,000 was granted by the legislature of 1919 and the Commission was empowered to appoint an executive director, a secretary, treasurer and such other clerks and assistants as may be necessary. It is empowered, when deemed necessary, to prepare for the defense and security of the Commonwealth, the safety of its people and the protection and preservation of their property. It is also authorized to investigate, aid and assist any activity for the betterment of social, educational, agricultural or industrial conditions.

TEMPORARY COMMISSIONS AUTHORIZED OR CONTINUED BY THE LEGISLATURE OF 1919

CAMP CURTIN PARK Commission has purchased a plot of ground in Harrisburg on which a suitable monument or memorial will be erected to honor the memory of the soldiers who were trained or mustered into the service during the Civil War. The Commissioners are appointed by the Governor and serve without pay.

GENERAL DAVID McMURTRIE GREGG Commission is authorized to secure a suitable site in the city of Reading on which there shall be erected a statue of General Gregg. The members are appointed by the Governor and serve without pay.

GENERAL GALUSHA PENNYPACKER Commission is empowered to select a site on the Parkway in Philadelphia and erect a suitable monument to commemorate the services of General Pennypacker.

WASHINGTON CROSSING PARK Commission is charged with acquiring the site, not to exceed one hundred acres, on which the Continental Army under the command of General George Washington was assembled and from which they crossed the Delaware River on the night preceding the Battle of Trenton, December 25, 1776. After acquiring the necessary land the park will be opened to the public. The Commission is composed of ten citizens who serve without pay.

GENERAL GEORGE GORDON MEADE STATUE Commission is authorized to select a site near the Botanic Garden in the city of Washington, D. C., and erect thereon a statue of General Meade. The Commission is appointed by the Governor and serves without pay.

VALLEY FORGE PARK Commission has general supervision of the care and upkeep of this park. The Commission which was authorized by the legislature of 1893 and has since been continued, is appointed by the Governor and serves without pay.

COMMISSION TO INVESTIGATE LAWS RELATING TO RECORDING OF DEEDS AND MORTGAGES was originally authorized by the legislature of 1915 and has been continued by subsequent acts to observe the workings of systems in other States. The Commission is appointed by the Governor and receives only actual expenses.

HEALTH INSURANCE COMMISSION was originally authorized in 1917 and consists of three Senators, three members of the House of Representatives and three other persons, who are charged with investigating sickness and accident to employes not compensated by the Workmen's Compensation Act. A partial report was made to the legislature of 1919 and the Commission continued for further research.

COMMISSION TO REVISE AND CODIFY THE LAWS RELATING TO THE CARE OF THE INSANE AND FEEBLE MINDED consists of five persons appointed by the Governor, who serve without pay.

COMMISSION TO INVESTIGATE AND REVISE INSURANCE LAWS was authorized in 1917 and since continued. It is charged with reporting to the next legislature such changes in the existing laws as may seem desirable. The members are appointed by the Governor and allowed actual expenses.

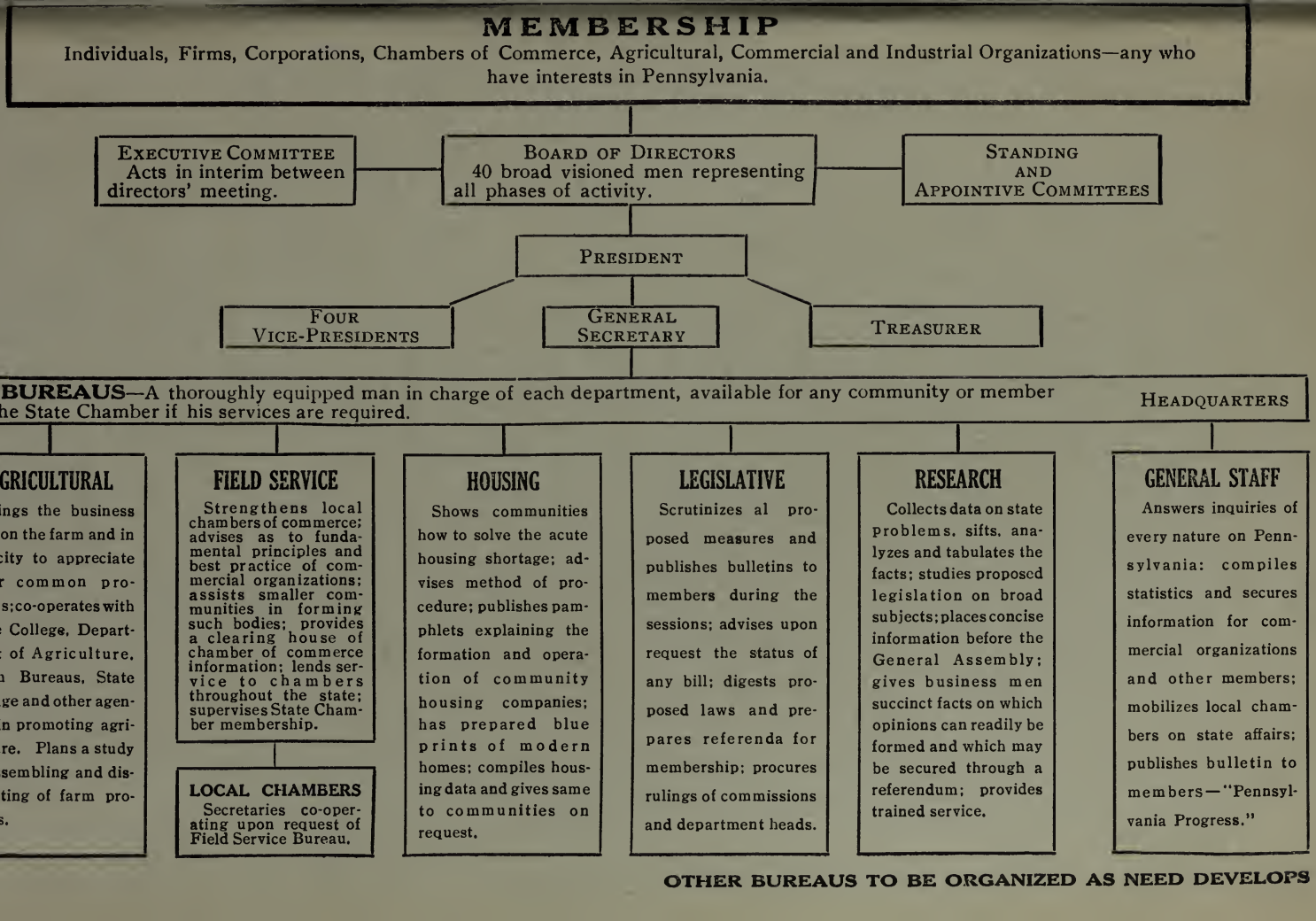
OLD AGE PENSION COMMISSION is composed of seven members appointed by the Governor, who are charged with studying social problems bearing upon industrial and other conditions relating to granting pensions to aged workmen. The commission receives only actual expense incurred.

TAX LAW REVISION is authorized by Act of 1919 to consist of five persons appointed by the Governor, two of whom shall be lawyers familiar with tax laws. They are to work with the Legislative Reference Bureau to revise, amend, consolidate and simplify the laws relative to the assessment, levy and collection of taxes for county, city, borough, township, school and poor purposes. The Commission is ordered to make a report and submit a draft of a bill codifying the laws. The Commission receives only its actual expenses.

BANKING CODE COMMISSION was authorized by Act of 1917 and continued by legislature of 1919. It consists of five persons appointed by the Governor, whose duty it shall be to codify and revise the laws relating to banks, private bankers and trust companies doing business in the State. The Commission is reimbursed for all expenses actually incurred.

COMMISSION ON CONSTITUTIONAL AMENDMENT AND REVISION consists of twenty-five members, who shall study comprehensively and in detail provisions of the present Constitution with the view of suggesting changes in its provisions, and who shall report its findings to the legislature of 1921. It shall also incorporate in its findings whether the legislature shall deal directly with the proposed amendments or whether a constitutional convention shall be called to provide a new document. The sum of $60,000 is appropriated to defray the actual expenses of the Commission.

DELAWARE RIVER BRIDGE COMMISSION is composed of the Commissioners of Public Grounds and Buildings, the Mayor of Philadelphia and two other citizens appointed by the Governor, who shall co-operate with a similar Commission on behalf of the State of New Jersey in purchasing or condemning property and entering into the necessary contracts for the erection of a bridge across the Delaware River between the cities of Philadelphia and Camden.


MEMBERSHIP
Individuals, Firms, Corporations, Chambers of Commerce, Agricultural, Commercial and Industrial Organizations—any who have interests in Pennsylvania.
Executive Committee
Acts in interim between directors' meeting.
Board of Directors
40 broad visioned men representing all phases of activity.
Standing and Appointive Committees
President
Four Vice-Presidents
General Secretary
Treasurer
BUREAUS—A thoroughly equipped man in charge of each department, available for any community or member of the State Chamber if his services are required.
Headquarters
AGRICULTURAL
Brings the business man on the farm and in the city to appreciate their common problems; co-operates with State College, Department of Agriculture, Farm Bureaus, State Grange and other agencies in promoting agriculture. Plans a study of assembling and distributing of farm products.
FIELD SERVICE
Strengthens local chambers of commerce; advises as to fundamental principles and best practice of commercial organizations; assists smaller communities in forming such bodies; provides a clearing house of chamber of commerce information; lends service to chambers throughout the state; supervises State Chamber membership.
LOCAL CHAMBERS
Secretaries co-operating upon request of Field Service Bureau.
HOUSING
Shows communities how to solve the acute housing shortage; advises method of procedure; publishes pamphlets explaining the formation and operation of community housing companies; has prepared blue prints of modern homes; compiles housing data and gives same to communities on request.
LEGISLATIVE
Scrutinizes al proposed measures and publishes bulletins to members during the sessions; advises upon request the status of any bill; digests proposed laws and prepares referenda for membership; procures rulings of commissions and department heads.
RESEARCH
Collects data on state problems, sifts, analyzes and tabulates the facts; studies proposed legislation on broad subjects; places concise information before the General Assembly; gives business men succinct facts on which opinions can readily be formed and which may be secured through a referendum; provides trained service.
GENERAL STAFF
Answers inquiries of every nature on Pennsylvania: compiles statistics and secures information for commercial organizations and other members; mobilizes local chambers on state affairs; publishes bulletin to members—"Pennsylvania Progress."
OTHER BUREAUS TO BE ORGANIZED AS NEED DEVELOPS

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BUREAUS:

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FIELD SERVICE
HOUSING
LEGISLATIVE
RESEARCH